Statewide Funding Sources

The AgBMP Tracking Module now has functionality for managing funding sources such as CREP on a statewide basis to allow for 'first-come, first served' approval of limited funding. The process for District users and DCR staff managing these funds is now a little more automated in the module itself. Here is the basic workflow:

1. After the District user creates a cost-share contract, the first step is to go to the Forms tab for the contract and enters the Application Date. Contracts without an Application Date BMPs requesting statewide funding may not be reviewed for approval.

2. Once a BMP is added to the contract and other relevant data entered (Farms and Fields, Measures, etc.) the District user goes to Programs tab as usual to indicate the funding that is needed. Note that these new statewide funding sources are tied to specific BMPs just like any other funding source. The user selects funding source from the Available Programs dropdown and adds it to the BMP. Note that under Estimated/Requested Cost Share Payments the Program has a 1 front to indicate this is the first request, and '(statewide)' is included in the Program name.

3. Next the District user goes to the General tab and sets the status to Funds Pending Approval. This status that is only available for BMPs with statewide funding sources. By setting the BMP to this status it allows DCR staff to search for these BMPs.

Note that once the BMP is set to this status the Program specific value under Estimated/Requested Cost Share Payments is locked and cannot be edited. To edit this value before it is reviewed by DCR staff the BMP must be set back to the 'Unapproved' status. Also note that users can click on the 'i' symbol to see the available funds in for the statewide Program.

4. DCR Statewide Budget Administrators (Gary Moore for CREP, Barbara McGarry for RMP) can search for Contracts in the 'Funds Pending Approval' status from the Contracts page. Contracts will be reviewed based on the Application Date to ensure BMPS are funded on a 'first-come, first served' basis. Note that the Status of Funds Pending Approval checkbox is only available for Statewide Budget Administrators.

5. The Statewide Budget Administrator will then go to the BMP Instances within the Contract and mark the Status for each as 'Funding Availability Confirmed' as long as there is remaining funding. Once a BMP Instance is marked as 'Funding Availability Confirmed' the BMP is ready to be 'Approved' through normal District workflows (i.e. Board Approval).

On the Programs tab the District user will now see that the funding request has been confirmed for the Program under Estimated/Requested Cost Share Payments with the '(statewide-confirmed)' message.

The system also automatically generates an Allocation of the confirmed amount. Note that there is a new Statewide Yearly Budget page for reviewing information about these budgets for both Districts and DCR Staff.
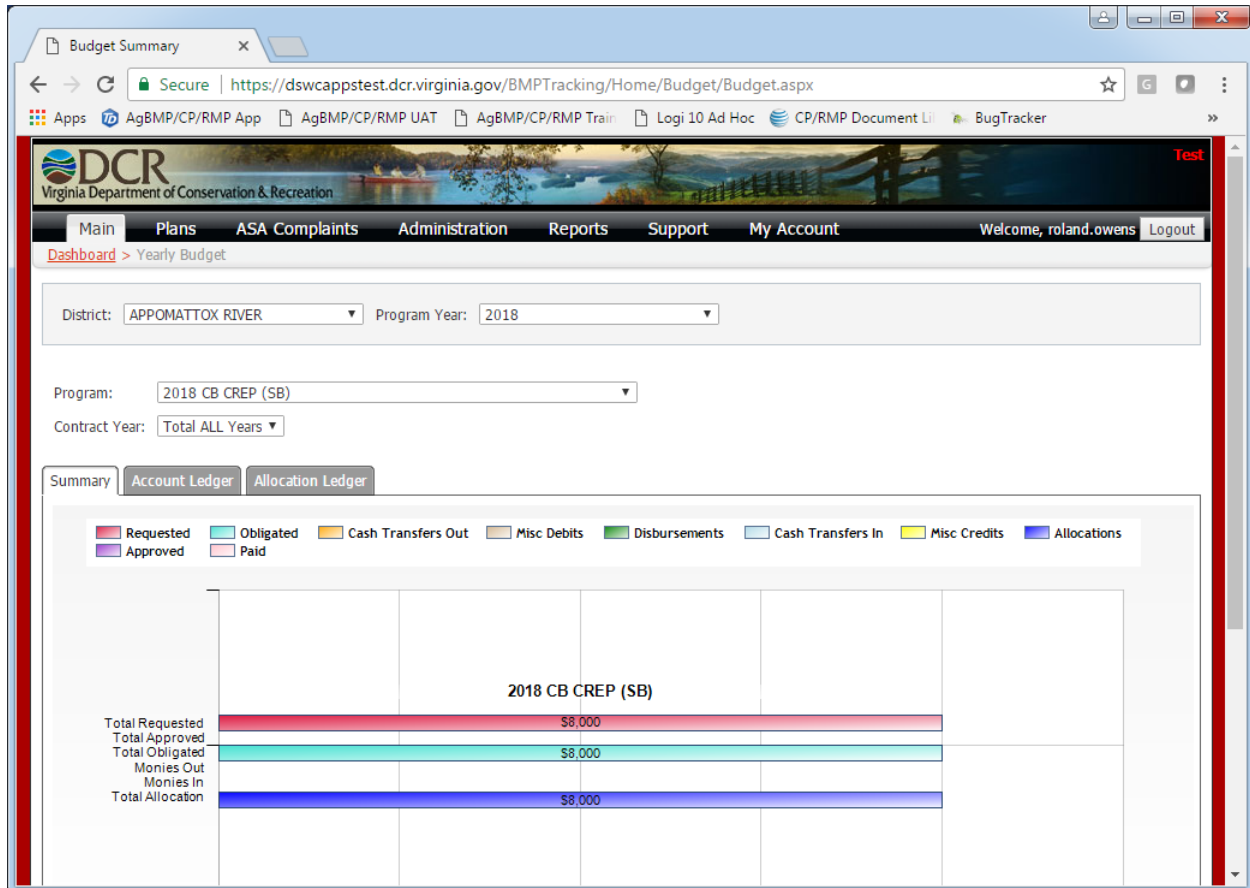
And in the Allocation Ledger, in the Memo column, there is a detailed message regarding the automatic allocation entry that was generated.

Date	Contract Year	Type	Memo	Debit	Credit	Balance		
6/6/2017	1	Allocation	Automatically generated transaction for BMP Instance ID 198622, Contract 42-18-0002, status updated to Funds Availability Confirmed.	$0.00	$8,000.00	$8,000.00	Edit	Delete

6. District users will then go through their normal approval process for the BMP. Once they are ready to make the approval in the AgBMP Tracking Module the should first go the Programs tab and enter the correct values under Approved Cost Share Payments before marking the BMP as Approved since **that values is locked** for statewide funding sources once that change is made. The system will prevent users from marking BMP Instances with statewide funding as 'Approved' until this value is entered.


Approved Cost Share Payments
Dollar amounts in these fields will be displayed on the "Approved" bar on budget charts.

	Amount
Approved Cost Share Payment	$ 8,000.00

Program

1 2018 CB CREP (SB) (statewide-confirmed)(VACS) ⓘ	$ 8,000.00	Remove
Total:	$ 8,000.00	

7. If additional funding is required from a statewide funding source the District user must set the status of the BMP back to 'Unapproved' on the General tab. When they do that they will have the ability to add a second request from the Available Programs (for Additional Funds Requests) dropdown.

A second entry is created and the District user goes through the approval process as described above (starting at Step 2).